



## Old Colony Planning Council January 26, 2022 Meeting Minutes

Agenda for Meeting No. 584  
January 26, 2022

Old Colony Planning Council  
70 School Street, Brockton, MA 02301

1. Call to Order
2. Roll Call of Members

<u>Roll Call</u>	<u>Town</u>	<u>Member</u>	<u>Role</u>
X	Abington	Steven Santeusanio	Delegate
	Abington	Alex Hagerty	Alternate
X	Avon	Frank Staffier	Delegate
X	Avon	John Costa	Alternate
X	Bridgewater	Sandra Wright	Delegate
X	Brockton	Sydnè Marrow	Delegate
	Brockton	Preston Huckabee	Alternate
	Duxbury	Valerie Massard	Delegate
	Duxbury	George Wadsworth	Alternate
	East Bridgewater	Peter Spagone	Delegate
	Easton	Jeanmarie Kent Joyce	Delegate
X	Halifax	Ashley A. DiSesa	Delegate
	Hanover	Vacant	Delegate
	Hanson	Antonio M. DeFrias	Delegate
X	Hanson	Joe Campbell	Alternate
X	Kingston	Valerie Massard	Delegate
	Kingston	Paul Basler	Alternate
X	Pembroke	Becky Coletta	Delegate
X	Pembroke	Alysha Siciliano-Perry	Alternate
X	Plymouth	Lee Hartmann	Delegate
X	Plympton	Christine Joy	Delegate
	Stoughton	Doug Sylvestre	Delegate
	Stoughton	Forrest Lindwall	Alternate
X	West Bridgewater	Eldon Moreira	Delegate
	Whitman	Fred Gilmetti	Delegate
X	Whitman	Dan Salvucci	Alternate
	Delegate At-Large	Vacant	

### 3. Minutes of October 27, 2021 Meeting

Eldon Moreira made a motion to accept the minutes of October 27<sup>th</sup>, 2021. Steven Santeusanio seconded  
A roll call vote was called. It was unanimous approval of the Council

#### 4. Financial October, November, and December was presented by Brenda Robinson

##### 1 **Statement of Expenditures Reports**

OCTOBER expenses were \$196,055.10.  
NOVEMBER expenses were \$152,319.22.  
DECEMBER expenses were \$182,263.33.

##### 2 **Cash Position Reports**

OCTOBER Income was \$82,680.45.  
October Disbursements were \$128,884.80.  
The Total cash available at the end of October was \$1,038,032.49.

OPEB Account had a **Gain** in October of \$29,604.71. Bringing the ending balance in the OPEB account in October to \$915,709.08.

NOVEMBER Income was \$175,934.01.  
November Disbursements were \$178,822.58.  
The Total cash available at the end of November was \$1,047,135.32.

OPEB Account had a **Loss** in November of \$6,350.04. Bringing the ending balance in the OPEB account in November to \$909,359.04.

DECEMBER Income was \$177,779.05.  
December Disbursements were \$190,092.68.  
The Total cash available at the end of December was \$1,049,890.25.

OPEB Account had a **Gain** in December of \$30,579.97. Bringing the ending balance in the OPEB account in December to \$939,939.01.

##### 3. **Budget Resources Reports:**

OCTOBER Total receipts were \$82,680.45 –bringing the total cumulative receipts in FY22 in October to \$435,052.04.  
NOVEMBER receipts for the month were \$175,934.01 - bringing the total cumulative receipts in November FY22 to \$610,986.05.  
DECEMBER receipts for the month were \$177,779.05 - bringing the total cumulative receipts in December FY22 to \$788,765.10.

##### 4. **AAA Reports:**

OCTOBER Pass through cumulative billings total was \$1,487,038. Pass through cumulative receipts recorded in October was \$669,335.

Ombudsman and Admin funds Cumulative Billings recorded in October were \$288,392. Cumulative Receipts recorded in October were \$91,318.

Voluntary Transportation Account: Fund October beginning balance in October was \$183,910.33. Total Payments to Volunteers in October were \$643.89. Donations received in October were a total of \$90.00. October Ending balance in the fund was \$183,356.44.

NOVEMBER Pass through cumulative billings recorded were \$1,711,415. Pass through cumulative receipts recorded in November were \$703,422.

Ombudsman and Admin funds Cumulative Billings recorded in November were \$335,824. Cumulative Receipts recorded in November were \$104,447.

Voluntary Transportation Account: November beginning balance was \$183,356.44. Total Payments to Volunteers in November were \$2,127.52. No Donations received in November. The November ending balance in the fund was \$181,228.92.

DECEMBER Pass through cumulative billings recorded was \$1,711,415. Pass through cumulative receipts recorded in December was \$761,196.

Ombudsman and Admin Funds Cumulative Billings recorded in December were \$343,686. Cumulative Receipts recorded in December were \$145,160.

Voluntary Transportation Account: December beginning balance was \$181,228.92. Total Payments to Volunteers in December were \$1,611.97. No Donations received in December. The December ending balance in the fund was \$179,616.95.

**5. ROM (Regional Operational Management) OCTOBER 2021 Statement and Activity:** Balance at the beginning of the month was \$171,468.70.

October Receipts were: \$5850.00.  
Bringing Total ROM FY22 Receipts to \$30,142.00.

October Expenses were: \$4033.56.  
Bringing total ROM Expenses in FY22 to \$31,006.07.

The ending balance in October was \$177,777.17.

**ROM November 2021 Statement and Activity:** Balance at the beginning of the month was \$177,777.17.

November Receipts were: \$5850.00.  
Bringing Total ROM FY22 Receipts to \$35,992.

November Expenses were: \$4,349.28. Bringing total ROM Expenses in FY22 to \$35,355.35.

The ending balance in November was \$179,413.61.

**ROM December 2021 Statement and Activity:** Balance at the beginning of the month was \$179,413.61.

December Receipts were: \$5850.00.  
Bringing Total ROM FY22 Receipts to \$41,842.

December Expenses were: \$6,873.50. Bringing total ROM Expenses in FY22 to \$42,228.85.

The ending balance in December was \$179,980.49.

## **6. Budget Spend-down Reports:**

OCTOBER Total FY22 Expenditures through the End of October were \$656,167.

Our Spent to date Percentage rate at the end of October was 27.71% - The Ideal Percentage in the 4<sup>th</sup> Month of the Fiscal Year is 33.33% so we continue on a positive trend showing a 5.62% surplus at the end of October. No changes pages 2 and 3

NOVEMBER Page One shows total FY22 Expenditures through the End of November were \$806,372.

Our Spent to date Percentage rate at the end of November was 34.05%. The Ideal Percentage in the 5<sup>th</sup> Month of the Fiscal Year would be 41.65% so we continue on a positive trend showing a 7.6% surplus at the end of November. No changes pages 2 and 3

### **Budget Spend-down Report:**

DECEMBER Page One Total FY22 Expenditures through the End of December were \$985,177.

Our Spent to date Percentage rate at the end of December was 41.6%. The Ideal Percentage in the 6<sup>th</sup> Month of the Fiscal Year would be 50% so we continue on a positive trend showing a 8.4% surplus at the end of December. No changes page 2 and 3

7. List of combined A/P.

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### **Bank Account Report DECEMBER:**

1. North Easton Accounts are all set – current signers are correct, and we have online access.
2. Rockland Accounts are all set – current signers are correct, and we have online access.  
\*\*\*SCU Credit Union Accounts are closed, balances have moved into Rockland Accounts.
3. Harbor One—Plan remains to close accounts and move balances into Rockland. Lee Hartman plans to handle the account closings.
  - HarborOne Business Advantage Savings Account: Balance \$105,385.80
  - HarborOne Business MM - Just renewed for 1-year: balance \$103,384.22

Eldon Moreira Motioned to accept the October, November, and December Finance Report. It was properly seconded by Sandra Wright. A Roll Call was called. A unanimous approval of the Council

### **5. Staff Report**

Mary reviewed reports from staff provided in the meeting packet

### **6. Regional Clearinghouse**

Mary reviewed the environmental notices that were included on the agenda

### **7. Election of MPO (Metropolitan Planning Organization) signatory.**

Charlie Kilmer led the discussion on the process.

Nominees were invited to speak; Lou Gitto was unable to attend.

Dan Salvucci spoke to his experience as well as involvement within additional committees within the community.

Votes recorded via Zoom poll – those without access were entered via OCPC staff members

10 votes for Dan Salvucci, 1 vote for Lou Gitto

### **8. Status on the Retirement Legislation**

Mary Waldron reported – legislative session ended with no change in status of the corrective legislation, but MARPA (Massachusetts Association of Regional Planning Agencies) has been in discussions with the Massachusetts State Retirement Board.

### **9. Draft FY (Fiscal Year) 2021 Audit Report**

Presented by Marcum; slides provided in meeting packet with review of assessment.

Becky Coletta motioned to accept the Audit Report; Jeanmarie Kent-Joyce properly seconded. A roll call vote was called. It was unanimously accepted by the Council

**10. Draft Financial Policy/ OPEB Account Management**

Christine, Charlie, and Mary have met with legal counsel – Murphy, Hesse, Toomey, Lehane – to gain guidance. MHTL is currently reviewing and hopes to have suggestions by the February Council meeting.

**11. Officers of OCPC**

There are three officers: President, Secretary and Treasurer. The Bylaws were changed so that the terms of the officers would be staggered and not have a slate of officers leaving at the same time.

Christine Joy’s term is ending as President;

Doug Sylvestre is moving out of Stoughton and will step down as Treasurer once his term expires.

Sandra Wright is the current Secretary and has one more year in her term.

The Council will be holding nominations in a few months and are looking for interested members of the Council to run for these roles. They are to contact Christine, Mary, or Frank Staffier as the Chair of the Nominating Committee.

Christine has called the Nomination Committee to meet and Frank Staffier, a chair, will be calling a meeting.

**12. Suggestions for Future Meeting Agenda Items**

Representative Matthew Muratore is interested in presenting to the Council.

**13. Adjournment**

Eldon Moreira made a motion to adjourn; Lee Hartmann seconded

Unanimous acceptance from council